# ALEXANDRIA TOWNSHIP COMMITTEE MEETING MINUTES April 14, 2021

Members of the public who wish to participate in the meeting may do so by calling 1-978-990-5000 followed by meeting number Access Code: 333891 at 7:35 PM.

Individuals calling into this number will be able to fully participate in the meeting, including providing public comment. A non-public dial in number will be used if executive session is required.

In accordance with the Open Public Meetings Act, N.J.S.A. 10:4-6 et seq., and in consideration of Executive Order No. 103, issued by Governor Murphy on March 9, 2020, declaring a State of Emergency and a Public Health Emergency in the State of New Jersey, the Township of Alexandria does hereby notify the public that to protect the health, safety and welfare of our citizens while ensuring the continued functioning of government, the meeting of the Mayor and Committee will be held telephonically only. Notice of this meeting was published in the Democrat on January 7th. Notice was posted on the Municipal Office Front Doors and the Township website.

Meeting Called to order at 7:53 PM.

#### **ROLL CALL**:

PRESENT: Mayor Plumer, Committeeman Pfefferle, Committeeman Kiernan, Twp. Atty. Dragan

**ABSENT:** None

#### FLAG SALUTE:

Mayor Plumer led the flag salute.

# **INTRODUCTION OF 2021 BUDGET:**

CFO Rees prepared the 2021 Budget for the Township Committee to review. The budget as prepared will provide no tax increases at the municipal level and to maintain a no tax increase the Township will utilize \$21, 991.00 from surplus.

Comm. Pfefferle made a motion, seconded by Comm. Kiernan to introduce the budget as presented to the Township Committee. Adoption of Budget will be held on Wednesday, May 12, 2021 at 7:35 PM.

Roll Call: Aye: Plumer, Pfefferle, Kiernan

Nay: None Abstain: None

**Motion Carried** 

#### **UNFINISHED BUSINESS:**

 2021-004 To Exceed the Municipal Budget Appropriation Limits to Establish a Cap Bank (N.J.S.A. 4-45.14) Calendar Year 2021-2<sup>nd</sup> Reading

Comm. Kiernan made a motion, seconded by Comm. Pfefferle to open public comment for Ordinance 2021-4.

Roll Call: Aye: Plumer, Pfefferle, Kiernan

Nay: None Abstain: None

**Motion Carried** 

As there were no public comments, Comm. Kiernan made a motion, seconded by Comm. Pfefferle to close public comment for Ordinance 2021-4.

Roll Call: Aye: Plumer, Pfefferle, Kiernan

Nay: None Abstain: None

**Motion Carried** 

Comm. Kiernan made a motion, seconded by Comm. Pfefferle to adopt Ordinance 2021-4.

Roll Call: Aye: Plumer, Pfefferle, Kiernan

Nay: None Abstain: None

**Motion Carried** 

# ORDINANCE 2021-004 FOR THE TOWNSHIP OF ALEXANDRIA, COUNTY OF HUNTERDON, STATE OF NEW JERSEY TO EXCEED THE MUNICIPAL BUDGET APPROPRIATION LIMITS AND TO ESTABLISH A CAP BANK (N.J.S.A. 40A: 4-45.14) CALENDAR YEAR 2021

**WHEREAS**, the Local Government Cap Law, N.J.S. 40A: 4-45.1 et seq., provides that in the preparation of its annual budget, a municipality shall limit any increase in said budget up to 1.0% unless authorized by ordinance to increase it to 3.5% over the previous year's final appropriations, subject to certain exceptions; and,

**WHEREAS,** N.J.S.A. 40A: 4-45.15a provides that a municipality may, when authorized by ordinance, appropriate the difference between the amount of its actual final appropriation and the 3.5% percentage rate as an exception to its final appropriations in either of the next two succeeding years; and.

WHEREAS, the Township Committee of the Township of Alexandria in the County of Hunterdon finds it advisable and necessary to increase its CY 2021 budget by up to 3.5% over the previous year's final appropriations, in the interest of promoting the health, safety and welfare of the citizens; and,

**WHEREAS**, the Township Committee hereby determines that a 2.5 % increase in the budget for said year, amounting to \$ 55,779.05 in excess of the increase in final appropriations otherwise permitted by the Local Government Cap Law, is advisable and necessary; and,

WHEREAS the Township Committee hereby determines that any amount authorized hereinabove that is not appropriated as part of the final budget shall be retained as an exception to final appropriation in either of the next two succeeding years.

**NOW THEREFORE BE IT ORDAINED**, by the Township Committee of the Township of Alexandria in the County of Hunterdon, a majority of the full authorized membership of this governing body affirmatively concurring, that, in the CY 2021 budget year, the final appropriations of the Township of Alexandria in the County of Hunterdon shall, in accordance with this ordinance and N.J.S.A. 40A: 4-45.14, be increased by 2.5%, amounting to \$55,779.05, and that the CY 2021 municipal budget for the Township of Alexandria in the County of Hunterdon be approved and adopted in accordance with this ordinance; and,

**BE IT FURTHER ORDAINED,** that any that any amount authorized hereinabove that is not appropriated as part of the final budget shall be retained as an exception to final appropriation in either of the next two succeeding years; and,

**BE IT FURTHER ORDAINED**, that a certified copy of this ordinance as introduced be filed with the Director of the Division of Local Government Services within 5 days of introduction; and,

**BE IT FURTHER ORDAINED**, that a certified copy of this ordinance upon adoption, with the recorded vote included thereon, be filed with said Director within 5 days after such adoption.

 Resolution 2021-074 Amending Resolution 2021-062 and Awarding a Contract with Weatherproofing Technologies, Inc. under the Educational Services Commission of New Jersey (ESNJ/AEPA) Cooperative for the Repair of the Equestrian Building Roof at the Township Park Barn

Comm. Pfefferle made a motion, seconded by Comm. Kiernan to approve Resolution 2021-074.

Roll Call: Aye: Plumer, Pfefferle, Kiernan

Nay: None Abstain: None

**Motion Carried** 

RESOLUTION 2021-074 AMENDING RESOLUTION 2021-062 FOR THE TOWNSHIP OF ALEXANDRIA, COUNTY OF HUNTERDON, STATE OF NEW JERSEY AND AWARDING A CONTRACT WITH WEATHERPROOFING TECHNOLOGIES, INC. UNDER THE EDUCATIONAL SERVICES COMMISSION OF NEW JERSEY (ESCNJ/AEPA) COOPERATIVE FOR THE REPAIR OF THE EQUESTRIAN BUILDING ROOF AT THE TOWNSHIP PARK

WHEREAS, at a regular Township Committee meeting held on March 10, 2021, the Township Committee adopted Resolution 2021-062 awarding a contract in the amount of \$242,425.49 to Weatherproofing

Technologies, Inc. ("Contractor") for the replacement of the barn roof at the Alexandria Park under the Educational Services Commission of New Jersey (ESCNJ/AEPA) Co-op #65MCESCCPS, ESCNJ Contract #ESCNJ/AEPA #21-D, of which Co-op the Township is a member; and

WHEREAS, at the time Resolution 2021-062 was adopted, the Contractor was under the understanding that the contract price (which was based on a proposal dated October 2, 2019, made pursuant to its previous contract with the ESCNJ/AEPA Co-op, which expired on or about February 28, 2021) could remain the same under the 2021 contract with the Co-op; and

WHEREAS, Contractor and the Township must proceed under the pricing provided under the 2021 contract between Contractor and ESCNJ/AEPA Co-op, resulting in an adjusted contract price not to exceed \$223,461.19 per the proposal dated April 1, 2021 submitted by the Contractor; and

**WHEREAS**, as set forth previously in Resolution #2021-062 (and in Contractor's proposal of April 1, 2021), Alexandria Township will contract with the Contractor Weatherproofing Technologies, Inc. and its sub-contractor Strober-Wright Roofing to perform the following work on the barn roof:

- 1.Remove the existing shingles down to the underlying deck.
  - a.) Replace an unsound decking with new in kind at an additional cost.
  - b.) Total of 3,008 square feet is already included in the cost.
- 2.Install a new Tamko Moisture Guard ice and water shield & Tamko synthetic underlayment to the wood decking.
  - a.)Install new ice and water shield at eaves, rakes, valleys, and other areas where ice may build up.
  - b.)Install a Tamko synthetic underlayment at all remaining locations.
- 3.Install new Tamko Heritage shingles per manufactures recommendations & requirements.
  - a.)Install Tamko Starter shingles where required by the manufacturer.
  - b.)Install a new Tamko ridge vent to promote ventilation.
- 4.Install 4 new fiberglass panels where described during the job-walk.
- 5.Install all new sheet metal flashing details per NRCA, SMACNA, and Tremco specifications
  - a) Install-1,200 lineal feet of a new drip edge
  - b) Install-750 lineal feet of a new 6" k gutter.
  - c) Install-320 lineal feet of new 3" x 4" downspouts.
- 6. Provide a thirty (30) year Tamko limited lifetime manufacturer's warranty.

**WHEREAS,** the Township of Alexandria has sufficient funds to pay for the above repair in the Capital Funds Account of The Township of Alexandria Account Number 04-215-56-984-000.

**WHEREAS,** the Township's Chief Financial Officer has certified that there are funds in place to have the roof repaired.

**NOW, THEREFORE BE IT RESOLVED,** by the Township Committee, Township of Alexandria, County of Hunterdon, State of New Jersey as follows:

- 1. Resolution #2021-062 is hereby amended to authorize and award a contract with Weatherproofing Technologies, Inc. to repair the park barn roof in an amount not to exceed \$ 223,461.19 per its proposal to the Township dated April 1, 2021 and made pursuant to ESCNJ/AEPA Co-op #65MCESCCPS, Contract #ESCNJ/AEPA-21D.
- 2. The Mayor, Deputy Mayor, Township Administrator/Clerk and CFO are authorized to take all action necessary to effectuate the aforementioned agreement.
- 3. The previous contract signed between the parties is hereby voided and shall be replaced by a replacement agreement which reflects the price as awarded herein.
  - Resolution 2021-075 Permit Payment Refund for B-15.03, L-9.39, 48 Balmoral Road, Pittstown, NJ

Mayor Plumer recused himself from this discussion and Deputy Mayor Pfefferle took over the meeting for this matter. Comm. Pfefferle made a motion, seconded by Comm. Kiernan to approve Resolution 2021-075.

Roll Call: Aye: Pfefferle, Kiernan

Nay: None Abstain: None

**Motion Carried** 

# RESOLUTION 2021-075 TOWNSHIP OF ALEXANDRIA, COUNTY OF HUNTERDON, STATE OF NEW JERSEY FOR PERMIT PAYMENT REFUND B- 15.03, L-9.39, 48 BALMORAL DRIVE, PITTSTOWN, NJ

**WHEREAS,** payment in the amount of \$343.00 was received from Lauren Plumer for a building permit for Block 15.03, Lot 9.39 located at 48 Balmoral Road, Pittstown, New Jersey; and

**WHEREAS,** said amount was deposited by the township's Construction Department and forwarded to the Township Clerk for deposit into the township's general checking account; and

**WHEREAS,** the \$343.00 payment was for a permit for the installation of a generator; and

**WHEREAS**, due to a conflict of interest, the Alexandria Building Department cannot perform the review and inspections and the permit will need to be forwarded to Kingwood Township to have these services performed.

**NOW, THEREFORE BE IT RESOLVED,** that the Alexandria Township Finance Officer be authorized to issue a refund check in the amount of \$343.00 payable to:

Lauren Plumer 48 Balmoral Drive Pittstown, NJ 08867

#### **NEW BUSINESS:**

# Cannabis Legislation

State regulations have not been put into place to give municipalities guidance pertaining to the new cannabis legislation. The Township Committee was provided a memo by Twp. Atty. Dragan as to the steps the Township Committee needs to make in allowing cannabis businesses in the Township. If the Township does not want to permit all six types of licenses, then the Township will need to "opt out" by ordinance before the deadline of August 22<sup>nd</sup>. The Township will need to enact or amend current no-smoking ordinances that affect public properties to include cannabis, vaping, and aerosoling. The Township will be able to adopt Ordinances at a later date as to what types of cannabis industry to permit in the Township. Resolutions that the Township did for medical marijuana growers will be grandfathered as they still can obtain licensing for the growing of medical marijuana. Marijuana is an agriculture product and to grow it requires licensing through the State. If the Township permits some cannabis businesses within the Township's borders, it could be a tax benefit for the Township. The Township Committee will "opt out" at this time and Twp. Atty. Dragan will prepare an Ordinance reflecting this.

# Amended Sign Ordinance/Complaints

Several complaints were received regarding election signage still erected throughout the Township. At this time, the Township sign ordinance has nothing in place for election signage as to the size of the sign and a timetable as to when the sign can be erected and to be removed. The Land Use Board will be addressing this matter at a future meeting and will draft amended language to the existing sign ordinance. The Township does not want to limit free speech but in favor of safety measures.

 Authorization for the Township Engineer to survey and prepare plans for Schaaf Road, Phase III-NJ DOT Grant Project

Comm. Pfefferle made a motion, seconded by Comm. Kiernan to authorize the Township Engineer to survey and prepare plans for Schaaf Road, Phase III-NJ Dot Grant Project.

Roll Call: Aye: Plumer, Pfefferle, Kiernan

Nay: None Abstain: None

**Motion Carried** 

 Resolution 2021-076 2021 Joint Bid Procurement of Maintenance and Repair Materials with the Townships of Alexandria, Holland, and Bethlehem

Comm. Pfefferle made a motion, seconded by Comm. Kiernan to approve Resolution 2021-076.

Roll Call: Aye: Plumer, Pfefferle, Kiernan

Nay: None Abstain: None

**Motion Carried** 

RESOLUTION 2021-076 OF THE TOWNSHIP OF ALEXANDRIA, COUNTY OF HUNTERDON AND STATE OF NEW JERSEY FOR 2021 JOINT BID PROCUREMENT OF MAINTENANCE AND REPAIR MATERIALS WITH THE TOWNSHIPS OF ALEXANDRIA, HOLLAND AND BETHLEHEM

**WHEREAS**, the Township of Alexandria is party to a shared service agreement with the Townships of Bethlehem and Holland for engineering and administrative fees in connection with the procurement of road maintenance and materials contracts; and

**WHEREAS**, the Township of Holland, acting as lead agency through its municipal engineer Colliers Engineering & Design has solicited and obtained a joint bid for the procurement of maintenance and repair materials on behalf of the aforementioned municipalities for the year 2021; and

**WHEREAS**, Alexandria Township understands that bids from two bidders were received and opened on April 8, 2021 and found acceptable by the Alexandria Township Engineer; and

WHEREAS, the Township Engineer has provided a summary of the bids April 12, 2021 with respect to the lowest responsible bidders, taking into consideration the mileage

adjustment factor for FOB items (ie. those that must be picked up by Alexandria Township trucks); and

**WHEREAS**, per the bid specifications, the contract period will be for the 2021 calendar year until December 31, 2021 with a provision for an additional twelve (12) month extension at the sole discretion of the governing body;

**WHEREAS**, the Alexandria Township Committee has reviewed the recommendation of award from its municipal engineer and agrees with same.

**NOW, THEREFORE, BE IT RESOLVED** by the Township Committee of the

Township of Alexandria Township, County of Hunterdon, State of New Jersey, that contracts be awarded in response to the 2021 joint bid for maintenance and repair materials to the following parties, in the amounts and at the prices listed below (references are to the Bid Summary attached hereto):

1. H & K Group, Inc (dba Warren Materials and ABE Materials)

Item #2: 600 tons of Hot Mix Asphalt, Mix I-5, Surface Course (FOB), at the

Unit Price Bid of \$58.92 per ton;

Item #3b: 600 tons of Hot Mix Asphalt, Mix I-5, Surface Course (FDS), at the

Unit Price Bid of \$68.92 per ton;

Item #4: 300 tons of Hot Mix Asphalt, Mix I-2, Base Course (FOB), at the

Unit Bid Price of \$52.92 per ton;

Item #5b: 200 tons of Hot Mix Asphalt, Mix I-2, Base Course (FDS), at the

Unit Bid Price of \$62.92 per ton;

Item #6: 100 tons of Densely Graded Aggregate (DGA) (FOB), at the Unit

Price Bid of \$9.45 per ton;

Item #7b: 800 tons of Densely Graded Aggregate (DGA) (FDS), at the Unit

Bid Price of \$19.45 per ton;

Item #9a: 100 tons of 2 ½" Quarry Process/Road Blend (FDS), at the Unit Bid

Price of \$21.45 per ton;

Item #10: 100 tons of 3/4" Clean Crushed Stone (FOB), at the Unit Bid Price

of \$11.69 per ton;

Item 11b: 400 tons of 3/4" Clean Crushed Stone (FDS), at the Unit Bid Price

of \$21.69 per ton;

Item 14b: 200 tons of Rip Rap, R4 -6" to 8" clean (FDS), at the Unit Bid Price

of \$24.25 per ton;

2. Stavola Construction Materials, Inc.:

Item #13b: 400 tons of Screenings (FDS), at the Unit Price Bid of \$22.50 per

ton

**BE IT FURTHER RESOLVED** that the Township Committee awards the above contracts for the 2021 Calendar Year with the ability to extend them for an additional twelve (12) month period, subject to the Township's sole discretion in accordance with the bid specifications.

**BE IT FURTHER RESOLVED** that the Township Engineer, Township Clerk and Township Attorney, as may be applicable, are authorized to finalize the contracts and notices of award and to administer same, and that the Mayor and/or Deputy Mayor are authorized to enter into said contracts on behalf of the Township Committee.

**BE IT FURTHER RESOLVED**, that this Resolution shall take effect immediately.

Park & Rec Committee Funding

Matter was tabled.

#### **ENGINEER'S REPORT:**

Township Committee reviewed the attached Engineer's report from Township Engineer Decker.

### **APPROVAL OF MINUTES:**

- March 10, 2021 Township Committee
- March 10, 2021 Executive Session
- March 24, 2021 Workshop Meeting
- March 24, 2021 Executive Session

Above meeting minutes were tabled to discuss Executive Minutes in Executive Session.

#### **BILL LIST:**

Comm. Kiernan made a motion, seconded by Comm. Pfefferle to approve the April 14, 2021 bill list.

Roll Call: Aye: Plumer, Pfefferle, Kiernan

Nay: None Abstain: None

**Motion Carried** 

#### **PUBLIC COMMENT ON GENERAL MATTERS:**

None

# **CORRESPONDENCE/ANNOUNCEMENTS:**

Replacement of County Bridge A-45/County Route 619

The Hunterdon County Engineer Department will be replacing bridge A-45 on County Route 619 which they anticipate will start the Spring of 2022 and will be closed for approximately 3 months.

Comm. Kiernan made a motion, seconded by Comm. Pfefferle to go into Executive

Session. (8:47 PM )

Roll Call: Aye: Plumer, Pfefferle, Kiernan

Nay: None Abstain: None

**Motion Carried** 

## **Open Public Meetings Act RESOLUTION- Executive Session**

**WHEREAS,** N.J.S.A. 2:4-12, Open Public Meetings Act, permits the exclusion of the public from a meeting in certain circumstances; and

WHEREAS, this public body is of the opinion that such circumstances presently exist:

**NOW, THEREFORE, BE IT RESOLVED** by the Township of Alexandria, County of Hunterdon, State of New Jersey, as follows:

- 1. The public shall be excluded from discussion of the hereinafter specified subject matters.
- 2. The general nature of the subject matter to be discussed is as follows:

 A confidential or excluded matter under Federal or State Law or Court Rule.
 A matter involving information that may impair the Township's rights to receive funds from the United States Government.
 A matter constituting an unwarranted invasion of an individual's privacy rights.
Collective Bargaining Agreement or negotiation of the Agreement.

	Matters involving the purchase, lease or acquisition of real property with public funds which it could adversely affect the public interest if discussion were disclosed.
	Tactics and techniques to protect the safety and property of the public, including investigations of violations or potential violations of the law.
_X	Pending or anticipated litigation or contract negotiations in which the public body is or may become a party.  Alexandria Overlook
_x	Matters falling within the attorney-client privilege.  Beneduce Vineyards
_x	Personnel matters involving a specific employee or officer of the Township.  Employee Manual Review  Advertising for a Part-time Deputy Clerk/Building Secretary
	Deliberations of the Township occurring after a public hearing that may result in the imposition of a specific penalty or suspension or loss of a license or permit.

- 3. It is anticipated at this time that the above matter will be made public: at the conclusion of the litigation and at such time as attorney client confidentiality is no longer needed to protect confidentiality and litigation strategy.
- 4. The executive session minutes will be placed on file in the township clerk's office and will be available to the public as provided for by New Jersey law.
- 5. This Resolution shall take effect immediately.

Comm. Pfefferle made a motion, seconded by Comm. Kiernan to return to Public Session (9:46 PM).

Roll Call: Aye: Plumer, Kiernan, Pfefferle

Nay: None Abstain: None

**Motion Carried** 

Comm. Kiernan made a motion, seconded by Comm. Pfefferle to approve the Meeting minutes of:

- March 10, 2021 Township Committee
- March 10, 2021 Executive Session
- March 24, 2021 Workshop Meeting

Roll Call: Aye: Plumer, Kiernan, Pfefferle

Nay: None Abstain: None

**Motion Carried** 

## Matters discussed in Executive Session:

Beneduce Vineyards

Attorney for Beneduce Vineyards wants to postpone the hearing until it can be in person. The next meeting is scheduled for June. The Township has adopted a Special Events Ordinance that Beneduce Vineyards can utilize in lieu of going before the CADB.

• Employee Manual Review

The Township Committee was provided the most current employee manual for review. The manual was updated to include a Domestic Violence Policy, No Smoking Policy, and an amended Education Policy.

• Alexandria Overlook

Matter to stay in Executive Session.

Advertising for a Part-time Deputy Clerk/Building Secretary

Township Clerk/Administrator Bobrowski will draft an ad for the position of a full-time Deputy Clerk/Technical Assistant to the Construction Official and have the Township Committee review before it is advertised.

#### **MOTION TO ADJOURN**

Comm. Kiernan made a motion, seconded by Comm. Pfefferle to adjourn at 9:48 PM.

Roll Call: Aye: Plumer, Pfefferle, Kiernan

Nay: None Abstain: None

**Motion Carried** 

Meeting Adjourned at 9:48 PM.

Respectfully Submitted:
Michele Bobrowski, CMC/RMC
Township Clerk

I hereby certify that I have reviewed these Minutes of the Township Committee Meeting of April 14, 2021 and certify that said Minutes were approved by the Township Committee on the 12<sup>th</sup> day of May 2021.